

## MEMORANDUM

**TO:** Superintendents and Principals

**FROM:** Phyllis J. Lewis, MSN, School Health Services Coordinator

**DATE:** April I, 2011

**SUBJECT:** Student Health Legal Standards

Please share this information with school nurses and speech language pathologists as well as the individual who will be submitting the report.

The Indiana Department of Education (IDOE) is electronically collecting vision and hearing screening reports in accordance with IC 20-34-3-12 and IC 20-34-3-14. The school health report will also be collected electronically.

IDOE will no longer accept paper submissions; all submissions must be done electronically. In order to submit the report, both the school number and the school PIN number are required. If the principal does not have the school number and the school PIN number, contact the Office of Data Collection and Reporting at 317-232-0808 #1.

Please enter your information into the online forms at DOE-Online: <a href="https://dc.doe.state.in.us/DOEOnline/HearingVision/Hearing Vision.aspx">https://dc.doe.state.in.us/DOEOnline/HearingVision/Hearing Vision.aspx</a> .

The 2010-2011 reports can be submitted beginning May 2, 2011. Schools will have until June 15, 2011 or 5 days after the end of the school year to complete these reports.

The patience you have shown during the time needed to develop this new reporting system is appreciated. Thank you. If you have questions, please contact me at <a href="mailto:plewis@doe.in.gov">plewis@doe.in.gov</a> or 317-232-9142.